



# Career Kōkua

The Hawai'i Career Information Delivery System  
 Research and Statistics Office  
 Department of Labor and Industrial Relations  
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 Honolulu, Hawai'i 96813  
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The Hawai'i Career Information Delivery System

1980 - 2005

830 Punchbowl Street, Room 415, Honolulu, Hawai'i 96813  
 No.1

Fall 2005 Volume 25,  
 No.1

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## WelcomeAboard

Career Kōkua's newest users are:



- **Rodlyn Espiritu**, Interim Director, Maui Community College – Ku'ina Program
- **Alison Lee**, Voc Rehab Specialist, Vocational Rehabilitation - Hilo
- **Holly Holowach**, Program Director, Holo Loa'a Inc.

## Reminders

**Memorandum of Understanding (MOUs)** and **Invoices** for 2005-2006 have been sent to all user sites. Please sign and return your MOU and process payment of reimbursements.

**Updates** will be distributed the last week of September. To confirm your order for the update, please call 808-587-5515 or email [dlir.rs.hcids@hawaii.gov](mailto:dlir.rs.hcids@hawaii.gov). The Price Schedule for Career Kōkua's software programs and publications can be accessed at [www.careerkokua.org](http://www.careerkokua.org).

**Diskettes** for user survey and computer statistical reports should be returned to Career Kōkua.

## Summer Workshops

(continued from page 1)

Of the over 30 sites participating in the global audioconference, including Australia, France, Saudi Arabia, and Brazil, Hawai'i was one of two sites featured in the Participant Site Spotlight. We were able to share highlights of our state's career development programs and challenges.

On August 22, 2005, approximately 45 counselors, workforce development specialists and their partners participated in training sessions on *Creating Systematic Career Development Leading to Purposeful Work*. The training was sponsored by **O'ahu WorkLinks (OWL)** in response to a training needs survey conducted at the June 23 audioconference. Participants indicated that they wanted information on how to focus more on the process of individual career counseling related to their clients' values, passions, and likes.

**Dr. Ed Colozzi**, who was chair of the NCDA teleconference and is the owner of Career Development and Counseling Services in Massachusetts, conducted the trainings. OWL was pleased to have Dr.

Colozzi, a developer of cost-effective career development programs and a certified and licensed trainer with 30 plus years of experience in



educational, agency, and corporate settings share his expertise and knowledge with their staff.

State of Hawai'i  
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## Career Kōkua 2005 Update

2005 marks Career Kōkua's 25th year, a year that brings numerous updates and advances to our career information delivery system . . .

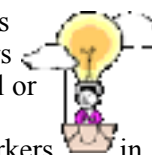
**Career Navigator**, a new occupation sorting tool, will replace CLUES, which has been discontinued, on Internet CK. Career Navigator utilizes factors for work preferences and life priorities to sort occupations then provides a list of occupations to explore. Career Navigator uses 28 factors often considered in career decision making and that can be useful for in a computerized sorting tool. The tool is also very flexible. Users first select 10 to 15 factors, decide the order of the factors, then indicate the level of each factor they want in an occupation. If a user can't decide which factors to use, they can use a recommended list.

**Work Importance Locator (WIL)** replaces CLUES in Micro-CK. The Work Importance Locator, one of the O\*NET's career exploration tools, utilizes an importance scale of work values to list occupations for the user. Work values are the aspects or conditions of work that are important to people in a job or career. The WIL helps clients identify their highest work values and to use this information, a valuable piece of self-knowledge and career awareness, to directly link to Career Kōkua occupations.

The **Occupations** file has been expanded and improved to provide information on **435 local occupations** with **new topics of information** and a **new format**. When first accessing the information, users will see an Overview

and brief "at-a-glance" facts about the occupation. Users will then be able to view all or some of these topics:

- **Tasks** performed by workers in the occupation
- **Working Conditions** and settings that workers are exposed to and the characteristics that a worker needs to do well in the occupation
- **Physical Demands** and activities that workers frequently do on the job
- **Skills and Abilities** that workers need to do and the skills that employers look for when hiring someone for the job
- **Knowledge** and areas of experience and training needed
- **Helpful High School Courses** that help in preparing for work or additional training in the occupation
- **Interests** people in this occupation tend to prefer and the values people in the occupation say are important for them
- **Wages** workers in the occupation in Hawai'i earn, the wage value for workers nationally, and how workers are paid
- **Current Employment** or the number of jobs in the occupation for both the national and state levels
- **Outlook** provides an estimate on how rapidly the occupation is expected to grow in comparison to all other occupations
- **Licensing/Certification/Designation/Registration** requirements that applicants must meet for the occupation
- **Preparation** including the education, training, and experience needed to prepare for work in the occupation.



## How Did You Spend Your Summer?

While many of you were on summer break, some of us were participating in professional development opportunities and workshops provided by the Hawai'i Career Resource Network (HCRN), its Hawai'i Partners, and the National Career Development Association (NCDA).



On June 23, 2005 over 50 counselors, workforce development specialists, and other career service providers participated in *The Career Counseling Process: A Focus on Testing and Assessment, Spirituality and Diversity* global Audio Conference, a session of the 2005 NCDA Conference which was held in Orlando, Florida. **Honolulu Community College** hosted the O'ahu site while other counselors from Maui, Moloka'i, and Kaua'i were also able to join in teleconference from their sites. All participants earned CEU's, through NCDA.

Local breakout sessions on *O\*NET: One of Many Relevant and On-line Tools for Counselors and Service Providers* and *Best/Promising Practices: Transitioning Special Education Youth* were also offered.

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Fall 2005 Update

(continued from page 1)

▪ **Hiring Practices** or what employers prefer or require when hiring someone including the formal training or licensure required.

▪ **Advancement Opportunities** describes where most people in the occupation start and what positions one may advance to with more training or more experience

▪ **Cross References** link to related occupations, occupational clusters, educational programs, Hawai'i career pathways, occupational interest codes, and the USDOE occupational areas

▪ **Additional Sources of Information** lists free or low-cost publications, reference books found in schools or libraries, and publications available on the Internet

Some of the **new occupations** in Career Kōkua this Fall are:

- Addictions Counselors
- Computer Systems Administrators
- Environmental Engineers
- Environmental Scientists
- Financial Examiners
- Fitness Trainers and Aerobics Instructors
- General and Operations Managers
- Job Benefits and Analysis Specialists
- Medical Equipment Preparers
- Medical Sonographers
- Mental Health Counselors
- Pharmacy Aides
- Police and Detective Supervisors

▪ **Self Employment** is a new module that will provide information about entrepreneurship and being self-employed including setting up your own business, keeping records, and financial considerations. Self-employment can be a realistic choice for many people who are students or adults changing careers or returning to the work force after time away. Almost eight percent of the workers in the U.S. are self-employed or run their own businesses and the number of self-employed people increases every year. This module also features the **Entrepreneurial Career Assessment** which can provide insight into the



differences between being self-employed and working for an employer. After completing the 20 items on the assessment, a user will receive a score indicating their suitability for self-employment.

▪ **Military Information** has been restored in Career Kōkua to provide information to students, parents/families, and educators about the many career opportunities available in the military. The Department of Defense recruits and trains over 200,000 enlisted personnel and officers each year making it one of the largest employers in the U.S. Career Kōkua's Military Information describes the unique aspects of the military as a major industry and employer including enlistment standards, qualifications, pay, and benefits. Military Careers introduces the many employment and training opportunities available and describes 140 enlisted and officer military occupational specialties.

▪ **New programs** in the Programs of Study and Training file are:

▪ **Pharmacy Technician/Assistant**, a 36-quarter unit certificate of completion program offered at National University-Hawai'i. It prepares students for entry-level pharmacy technician positions.

▪ **Occupational Therapist Assistant** is a new 4-semester plus one summer (82-credit) associate in science degree program which prepares persons as assistants under the supervision of occupational therapists.

▪ **Physical Therapist Assistant** is a new 2-year (170-credit) associate in science degree program which combines classroom and lab studies with clinical experience to prepare students to work under the supervision of and following a treatment plan prepared by a licensed physical therapist.

Both therapist programs are offered at Kapi'olani Community College.

Updates to the **Local Schools** file are:

- New Schools:
- Hawai'i Academy of Real Estate LLC (15169)
  - Hudson Real Estate School (15171)
  - International School of Beauty and Esthetique (15125)



- National University-Hawai'i Name changes:
- Spa Luna Holistic School for Massage Therapists, Estheticians, and Manicurists (15227) is now Spa Luna Holistic Schools for Massage Therapists and Estheticians
- Hickam AFB Education Center (17133) is now Hickam AFB Training and Education Services

Deleted Schools:

- Fort Shafter Education Center (17131)
- University of Southern California Graduate Center Program (13137)
- Fashion Center (15181)

▪ **Keeping Your Job**, is another new module being added under **Job Strategies** to Career Kōkua this year. It provides information about dealing with supervisors and co-workers and developing good work habits. It also has tips about how to improve yourself as you work towards promotions and your career goals.



▪ **MCK Jr.** users will now have **HOLLAND** as the assessment. It provides an on-line 'Party' activity that helps users attain a unique pattern of interests and preferences which is then summarized into a Holland code. The code is then used to generate a list of Career Kōkua occupations for exploration.



Because there are new information files and assessments in Career Kōkua for 2005-2006, site coordinators and others are encouraged to attend an **Update Training Workshop**. (See the schedule on the next page.)

- New site coordinators and site personnel responsible for the implementation of Career Kōkua at their school/agency require Initial Training.
- Mail/fax the Registration Form by the registration deadline. You will receive a confirmation of registration and information about workshop location and parking. Workshops are subject to cancellation.
- Please register early. Seating in the computer labs is extremely limited.

Career Kōkua Fall Training Schedule

<u>ISLAND</u>	<u>WORKSHOP</u>	<u>DATE</u>	<u>TIME</u>	<u>REGISTRATION DEADLINE</u>	
Hawai'i	Hilo	Micro-CK Initial Training	Oct. 18, 2005	8:00 - 3:00	Oct. 11, 2005
		Internet CK Initial Training	Nov. 18, 2005	8:00 - 4:00	Nov. 10, 2005
Kona		Internet CK Initial Training	Dec. 2, 2005	8:00 - 4:00	Nov. 28, 2005
		UpdateTraining	Nov. 21, 2005	8:00 - 11:00	Nov. 14, 2005
		UpdateTraining	Nov. 21, 2005	1:00 - 4:00	Nov. 14, 2005
		Update Training	Dec. 9. 2005	8:00 - 11:00	Dec. 2, 2005
		UpdateTraining	Dec. 9, 2005	1:00 - 4:00	Dec. 2, 2005
		UpdateTraining	Oct. 5, 2005	8:00 - 11:00	Sept. 30, 2005
		UpdateTraining	Oct. 5, 2005	1:00 - 4:00	Sept. 30, 2005
	Kaua'i		Micro-CK Initial Training	Nov. 28, 2005	8:00 - 3:00
		Internet CK Initial Training	Nov. 29, 2005	8:00 - 4:00	Nov. 22, 2005
		UpdateTraining	Nov. 30, 2005	8:00 - 11:00	Nov. 23, 2005
		UpdateTraining	Nov. 30, 2005	1:00 - 4:00	Nov. 23, 2005
Maui		Micro-CK Initial Training	Oct. 14, 2005	8:00 - 3:00	Oct. 7, 2005
		Internet CK Initial Training	Oct. 28, 2005	8:00 - 4:00	Oct. 21, 2005
		UpdateTraining	Nov. 4, 2005	8:00 - 11:00	Oct. 28, 2005
		UpdateTraining	Nov. 4, 2005	1:00 - 4:00	Oct. 28, 2005
Moloka'i		Internet CK Initial Training	Oct 31, 2005	8:00 - 4:00	Oct 24, 2005
		UpdateTraining	Nov. 1, 2005	8:00 - 11:00	Oct 25, 2005
		UpdateTraining	Nov. 1. 2005	1:00 - 4:00	Oct 25, 2005
O'ahu		Micro-CK Initial Training	Oct. 11, 2005	8:00 - 3:00	Oct 4, 2005
		Micro-CK Initial Training	Nov 16, 2005	8:00 - 3:00	Nov 9, 2005
		Micro-CK Initial Training	Dec. 14, 2005	8:00 - 3:00	Dec 7, 2005
		Internet CK Initial Training	Oct. 12, 2005	8:00 - 4:00	Oct 5, 2005
		Internet CK Initial Training	Oct. 21, 2005	8:00 - 4:00	Oct 14, 2005
		Internet CK Initial Training	Nov. 7, 2005	8:00 - 4:00	Oct. 31, 2005
		Internet CK Initial Training	Nov. 23, 2005	8:00 - 4:00	Oct. 16, 2005
		Internet CK Initial Training	Dec. 15, 2005	8:00 - 4:00	Dec. 8, 2005
		UpdateTraining	Oct. 17. 2005	8:00 - 11:00	Oct 10, 2005
		UpdateTraining	Oct. 20, 2005	8:00 - 11:00	Oct 13, 2005
		UpdateTraining	Oct. 20, 2005	1:00 - 4:00	Oct 13, 2005
		UpdateTraining	Oct. 25, 2005	1:00 - 4:00	Oct 18, 2005
		UpdateTraining	Nov. 15, 2005	8:00 - 11:00	Nov 8, 2005
		UpdateTraining	Nov. 15, 2005	1:00 - 4:00	Nov 8, 2005
		UpdateTraining	Dec. 5, 2005	8:00 - 11:00	Nov 31, 2005
		UpdateTraining	Nov. 15, 2005	1:00 - 4:00	Nov 8, 2005
		UpdateTraining	Dec. 5, 2005	8:00 - 11:00	Nov 28, 2005
		UpdateTraining	Dec. 5, 205	1:00 - 4:00	Nov 28, 2005
		UpdateTraining	Dec. 6, 2005	8:00 - 11:00	Nov 29, 2005
		UpdateTraining	Dec. 6, 205	1:00 - 4:00	Nov 29, 2005

Mail or Fax to: Career Kōkua 830 Punchbowl St., Rm. 415 Honolulu, HI 96813 Fax: 808-587-5522

Career Kōkua Fall 2005 Training Registration Form(One form per person)

Name and Title \_\_\_\_\_

School/Agency \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Workshop(s) attending: location \_\_\_\_\_ training \_\_\_\_\_ date \_\_\_\_\_

location \_\_\_\_\_ training \_\_\_\_\_ date \_\_\_\_\_

For workshops on O'ahu, please check here if you will need a parking pass: ☐



## Trends

The 2004 DOE Senior Exit Survey reveals that of 9,554 graduating seniors, plans immediately after high school graduation are:

School and Work	68%
School Only	10%
Work Only	10%
School, Work and Military	6%
Military	2%
Work and Military	2%
Others	<1%
Undecided	<1%

School-bound students planned to go to:	
4 year college	41%
2 year college	52%
Business/trade school	8%

Based on the 2004 DOE Superintendent's Report, ethnic diversity of students is estimated as follows:

Hawaiian incl Part	26%
Filipino	20%
Caucasian	14%
Japanese	11%
Hispanic	4%
Samoan	4%
Chinese	3%
African-American	2%
Korean	1%
Native American	<1%
Others	13%

Special needs affecting public school students totaling 179,810 is estimated as follows:

No Special Need	48%
Economically Disadvantaged	32%
Multiple Special Needs	12%
Special Education	6%
Section 504	1%

Visit [doe.k12.hi.us](http://doe.k12.hi.us) for more information

# Newsletter Insert

Fall 2005

Back-to-School Issue

## The Real Games Series: Snapshots from K-16

### Focus on Elementary School

Michele Bernier, Kealakehe Elementary School counselor, attended the [University of Massachusetts at Amherst Center for School Counseling Outcomes Summer Leadership Institute](#). The school is strengthening its comprehensive school guidance and counseling program with some ideas from this Institute. Among others, students will increase career awareness through 'Make It Real', a highly interactive program where students assume adult roles, create simulated towns and businesses, and engage in international business venture. Check out a DOE review of this instructional material at: [www.wetserver.net/imr/](http://www.wetserver.net/imr/).

### Focus on Middle School

Pahoa's Julie Ann Beck and Hilo's Laina Torres say that students enjoyed *The Real Game* last semester although the available time meant selective implementation of components. This semester, the use of two course periods-BPA and career guidance elective- will allow students to complete the program.

HCRN suggests looking into [Smart Options](#), a career exploration program designed for 7th/8th graders and based on Howard Gardner's theory of multiple intelligences. It requires four to six classroom sessions. A University of Hawaii West Oahu-based counselor uses this tool when working with very culturally-diverse adult clients.

### Focus on High School

At Castle High School, *Be Real* appealed to freshmen students while older students were ready for real life personal education and career planning. This school year, Regina Yoshimori says that *Be Real* will be used again at the freshmen level.

HCRN recommends *Get Real* for juniors and seniors. In *Get Real*, the focus moves from playing roles to real personal education and career plan.

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For DOE Instructional Material Review of The Real Games Series, contact HCRN.  
Visit also [www.realgame.org](http://www.realgame.org).

**A HAWAII  
WORKFORCE  
DEVELOPMENT  
COUNCIL  
PROJECT**

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[www.hawaii.gov/labor/wdc](http://www.hawaii.gov/labor/wdc)  
[www.acrnetwork.org](http://www.acrnetwork.org)

November is  
National  
Career  
Development  
Month

Check out  
poetry contest by NCDA  
[www.ncda.org](http://www.ncda.org)

Check out  
College and Career Fairs  
[www.hawaiiccfair.org](http://www.hawaiiccfair.org)

***Mission: Improved Career Decision-Making by All***

**The 2005 NCDA Global Conference:  
Impressions from Gemma Williams, Ed.D.**

This was truly an international affair. Individuals presented on Counseling in such places as the United Arab Emirates and on the large number of international students in the United States. Even the teleconference had an international flavor with professionals from Israel, France, and Australia participating. Networking opportunities were great. There were professionals from Canada, Iceland, the Netherlands, Japan, Singapore, Jamaica, and Saudi Arabia. Our keynote speakers were well suited to this international body. One, Dr. Giscombe, emphasized the need for top management to be committed to and to see diversity as a strategic business initiative. The other, Dr. Daniel Pink, admonished career development professionals to develop high concept skills to survive and thrive in this era of globalism. The skills he highlighted were design, story, symphony or focus, empathy, play, and meaning. I feel refreshed and energized by this conference, so much so that I have already volunteered to revive the Hawaii Career Development Association (HCDA). Anyone who is interested in being a part of this association may contact me at [gemmaw@hawaii.edu](mailto:gemmaw@hawaii.edu).

**Calendar of Professional Development Opportunities**

2005

- |            |   |
|------------|---|
| Sept 22-25 | National Association of College Admissions Counselors<br>National Conference Tampa, FL                |
| Nov 7-11   | International Career Development Conference Garden<br>Grove, CA                                       |
| Nov 17-21  | Ninth National Career Academy Coalition Conference Miami<br>Beach FL                                  |
| Dec 5-7    | Association for Computerized Systems for Career Information<br>28th Annual Conference New Orleans, LA |
| Dec 8-10   | Association for Career Technical Education Convention and<br>Career Tech Expo New Orleans, LA         |

2006

- |              |  |
|--------------|--|
| Jan 30-Feb 1 | National Careers Conference Madison, WI                                  |
| Mar 30-Apr 7 | American Counseling Association National Conference<br>Montreal, CA      |
| Jun 24-26    | American School Counselors Association Chicago, IL                       |
| Jul 7-9      | National Career Development Association Global Conference<br>Chicago, IL |